



Stoke Mandeville Parish Council
Clerk: Mrs Jill Knowles - Tel: 01296 613888

NOTICE OF A MEETING OF STOKE MANDEVILLE PARISH COUNCIL

To: Cllrs S Atkinson, R. Butler, A. Clark, B. Ezra, J. Hunt, S. Kirve, S. Pluckwell, M. Rogers, D. Starr, G Watts, and P. Wood

You are hereby summoned to attend the Annual Meeting of **STOKE MANDEVILLE PARISH COUNCIL** at the Community Centre (Committee Room), Eskdale Road, Stoke Mandeville on **Tuesday 9th May 2017 at 7.30pm.**

Please contact the Clerk prior to the meeting if you require paper copies of this agenda.

J Knowles
Jill Knowles, Clerk to the Council
4th May 2017

Members of the Public and Press are welcome to attend.

AGENDA

- 1. ELECTION OF CHAIRMAN** - To elect a Chairman of the Council and receive the Chairman's Declaration of Acceptance of Office.
- 2. APOLOGIES FOR ABSENCE** - To receive any apologies for absence
- 3. ELECTION OF VICE CHAIRMAN** - To elect a Vice Chairman of the Council
- 4. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**
 - a) To declare any non registered pecuniary or personal interests relating to the Agenda
 - b) To consider any written requests for dispensation received
- 5. OPEN FORUM FOR PARISHIONERS** -To adjourn the meeting to allow public participation and for issues to be raised with the Council. Items requiring a decision will be included in the agenda for the next meeting.
- 6. MINUTES OF PREVIOUS MEETING**
 - a) To approve the Minutes of the Meeting of the Parish Council held on 11th April, copy enclosed
 - b) To receive a report on actions taken and note any outstanding actions (see appendix at end of minutes)
- 7. PARISH COUNCIL VACANCY**

To note that there is still a vacancy for a Councillor for Hawkslade ward, although an expression of interest has been received.
- 8. MEMBERSHIP AND REMIT OF COMMITTEES**

To review and agree the membership of Committees (see enclosed sheet)
- 9. APPOINTMENT TO EXTERNAL BODIES**
 - a) Greater Aylesbury Local Area Forum (currently M Rogers)
 - b) Wendover Local Area Forum (currently J Hunt)
 - c) ARLA Liaison Group (currently P Wood)
- 10. REVIEW OF STANDING ORDERS (Chairman of Finance Committee/Clerk)**

To review the Council's Standing Orders (copy enclosed)

11. FINANCIAL REGULATIONS

A new set of Regulations is available and to consider deferring this matter for the Governance and Resources Committee to review and make a recommendation to the June meeting.

12. FINANCE (DS/Clerk)

- a) **Payment of Invoices** – to approve payments to be made. (To be tabled). **DS**
- b) **Bank reconciliation** – to be noted. (To be tabled) **DS**
- c) **Direct Debits / Standing Orders** – to review and approve the direct debits and standing orders in place. **DS verbal report.**
- d) **Bank Signatories** – to review the bank account signatories. Review signatory; amend to new Clerk. **DS**
- e) **Repairs to Front Door of Community Centre** – to consider quotations for work. **(Clerk to report).**
- f) **Fields In Trust** – to consider renewal of membership at £50.00 p.a. **JH**
- g) **Holiday Payment to former Clerk.**
- h) **New Clerk – Payment for hours for Induction Training.** **JH**
- i) **Training and Development Courses;**
To consider attendance at training courses as listed below;
Cemetery Management and Compliance - 5th October, £272.10 for both Clerk / Cllr Hunt.
Demystifying Planning - 22nd May, £115.80 for both Cllrs Hunt and Atkinson.
Clerk
CILCA course starting - 29th June, £261.09 - Clerk.
Common Land and Village Greens – 14th June, £68.32 – Clerk.
Finance Training – 20th July, £31.85 – Clerk.
Allotment Management – 7th November, £52.69 – Clerk.
Potential and Perils of Digital Engagement – 7th June, £57.90 – Clerk.

13. UNMETERED STREET LIGHT ELECTRICS

Consider renewal of contract with E-On. Clerk to report.

14. HS2

- a) Meeting with Valuation Agency – 1st March 2017 – report attached.
- b) Old Church Site - report attached from Cllr Hunt.

15. NEIGHBOURHOOD DEVELOPMENT PLAN

- a) To note amended Terms of Reference and Membership.
- b) To note Minutes of Meetings of Steering Group held on 28th March and 25th April 2017 – attached.
- c) To receive Progress Report from Chairman of the Steering Group.

16. ENVIRONMENT COMMITTEE (MR)

- a) To note the minutes of the meeting held on 18th April and consider the recommendations therein attached.
- b) To consider request from stonemason regarding having the stonemasons name on the back of the headstone in the cemetery.

17. PLANNING COMMITTEE (JH)

- a) To note the minutes of the meeting held on 23rd March and 20st April 2017 – attached.

18. LEISURE COMMITTEE (BE)

- a) To note the minutes of the meeting held on 21st March 2017 and consider any recommendations therein.
- b) To consider the provision of new markings on tennis court.

19. DEMENTIA AWARENESS (SA)

- a) To note Dementia Awareness Week 14-17 May 2017.
- b) To consider future activity in Stoke Mandeville by the Parish Council.

20. NOMINATION OF TRUSTEE TO STOKE MANDEVILLE AND OTHER PARISHES CHARITY

To consider applications received for Trusteeship of Charity prior to closing date of 30th April 2017. (Chairman to report).

21. CLERK’S REPORT AND CORRESPONDENCE

- a) To receive report from the Clerk on matters of note not on the agenda.
- b) To note receipt of the correspondence and agree any response or action to be taken:

From	Details	Response needed?
Hampden Close	Doves in Hampden Close.	
Eskdale Road	Two calls received from residents that three street lights are not working. The Clerk has contacted the electrician, who is going to report back after visiting in the dark.	

22. POINTS OF INFORMATION

To enable Councillors to report on any issues within the parish or meetings, conferences or seminars they have attended since the last meeting as representatives of the Parish Council. Please notify the Clerk prior to the meeting.

23. DATE OF NEXT MEETING – Tuesday 13th June 2017 at 7.30pm